

Budget Task Force
Selectmen Meeting Minutes
Finance Committee Minutes
December 15, 2014 - 8:00am
Truro Town Hall

Selectmen Present: Jay Coburn, Paul Wisotzky, Maureen Burgess and Bob Weinstein.

Finance Committee Present: Bob Panessiti, Lori Meads and Roberta Lema

Staff/Others: Rae Ann Palmer, Trudi Brazil, Charleen Greenhalgh, Kyle Takakjian, Tony Jackett

The meeting called to order by both Mr. Coburn for the Board of Selectmen and Mr. Panessiti for the Finance Committee at 8:08am.

TEMA – Kyle Takakjian

Chief Takakjian explained there is currently a shared regional shelter approach with Provincetown. He looked at the last 3 years to determine the number of persons who have been served, which is the same formula as last year. The Supply Line in the budget for everything that will be needed to sustain the shelter. The money is only used if the shelter is needed. The shelter could be used for a number of emergencies and as a warmth center. The shelter will accommodate pets. The split is 50-50 between the towns. Several raised concern with that fact that there is no formula based on the usage of the shelter or by the populations of the towns. The Chief explained that one of the requirements of the shelter is an emergency generator, which Provincetown paid for and the engineering work to accommodate the generator. There is currently \$14,000 in the FY15 budget for shutters, of which Truro is covering only 20%. Several on the taskforce remain concerned with how the costs are being divided. There are no numbers for the current shelter, as it has not yet been used. Moving forward there needs to be more structure with the costs. It was suggested that the fine points of the MOA between Truro and Provincetown be a policy decision of the Boards of Selectmen. Having this in the budget now demonstrates that the Town is committed to the shelter.

As for the 5% reduction, the Chief presented the following items from the 5400 – Office Supplies and Educational Materials line: \$500.00 in office supplies to be absorbed by the police and fire departments and \$537.50 in educational materials would be compensated by materials already on hand for this year only. By having these items remove from the budget, it would mean that the Police and Fire Budgets would have to forgo a purchase to meet the needs of required items for the shelter.

Police Department – Kyle Takakjian

Chief Takakjian explained that the Police Union is currently in negotiations. The salary and wages shows step increases and other contractual items. There is a requested budget increase in the 5150 line for \$10,000 for assistants with mental health and substance abuse matters. Several other line items have decrease. The department looked at the actual costs and expenditures that have occurred. There is currently not an individual that will be eligible for a reimbursement for training. Two vehicles to be replaced. One vehicle will need all new equipment as it is not compatible with a new vehicle, while the other vehicle can have the equipment installed in the new vehicle, thus the difference in prices for the new cruisers.

5100 represents only step increases, longevity bonuses, but no COLA or negotiated increases. The higher cost employees are now the minority in the department per the Chief. There was a brief discussion of overtime. The two new Police Officer trainees will come on board in February which should assist with the overtime costs. The Chief explained that at any time there are a couple of employees that are at a place where they can retire.

The Chief explained that the field training officer pay represents an increase of \$1000, as the \$2000 has not been adequate. Mr. Coburn expressed that it is difficult to continuously support increases in overtime, when the number of officers has increased. It is hard to explain to the voters. Per the Chief, these are contractual obligations, which are difficult to change. Mr. Panessiti expressed that being on the outer cape, it is difficult to get and keep officers. Employees are lost through attrition. The overall question is what is causing the overtime; these are the things that need to be figured out. New recruits are being trained by the town and then ended up leaving. Per the Chief, the overtime is not a perk. These funds are utilized when there are gaps as a result of when people are at trainings, out sick, on vacation, etc. A brief discussion ensued.

Current cruisers are down to seven, from 14. There was a brief discussion on what kind of services people expect and paying for those services. There are currently three officers (including the Chief) and four telecommunications officers (including the Administrative Assistant) who are eligible for retirement within the next 5 years. Per the Chief, the Administrative Assistant currently does the work of 2 to 2½ people. The reporting duties have increase greatly over the years. There is a need for a strategic plan for the Department and a succession plan.

Mr. Coburn spoke to a regional department. This is the time for the Town Administrators and the Boards to come together to discuss regional departments (Police, Fire, Housing, DPW, etc.) The Chief suggested an outside entity to assist in the process, as inside persons would come with a bias. This conversation needs to be facilitated and informed, it cannot happen in a vacuum. There is commitment to have the conversation, but it has not yet happened.

Mr. Wisotzky suggested the human resources portion of the budget is critical; however could this be a separate line item rather than overtime. The Chief explained that it could; however, there is going to be the need to bring in the person assigned to the program. There is currently one Officer trained and if that individual is working, they can cover; however, if that officer is not working, they may need to be called in. There is the need to institutionalize this issue.

Harbor and Shellfish – Tony Jackett

There is a 26% increase in the Harbor budget. This represents all salaries being placed in the Harbor budgets. The Shellfish budget should show a similar reduction. There is no increase between the two departments. Mrs. Lima asked what the receipts are for the two departments to determine if the expenses of the departments are being covered. Those figures will be provided. Mr. Jackett spoke to the shellfish and the benefits that they provide to the health and value of the Pamet River, as well as the recreational factor. Mr. Coburn suggested that the policy of the harbor is should the taxpayers be paying for the services or should it be sustaining itself. Per Mr. Jackett, both Harbor and Shellfish will be coming to the Board of Selectmen in January for fee increases. Mr. Weinstein spoke to the fees at the harbor, disclosing that he holds a deep water mooring. Increasing fees for Charter use of the ramp is difficult, as this is controlled by the State.

Mr. Jackett discussed cross jurisdiction with Provincetown as to use of boats and services. He also explained that the current Harbor staff is being trained. Mr. Wisotzky expressed his appreciation of the staff at the harbor. He suggested looking at revenue resources. Could the town charge for entering/exiting the harbor as the town is paying for the dredging? Mr. Jackett is looking at other areas where he can obtain funds/grants. Mr. Weinstein wants to see capital funds established for security cameras at the harbor both for the ramp/harbormasters office and the inner harbor. Mr. Coburn would like all staff to bring to the group ideas and ways to increase revenues and if they cannot be increased an explanation of why not. Mr. Panessiti asked that all fees need to be looked at my each department. He would also like to see money in the Board of Selectmen budget for a strategic plan.

The Board of Health and Conservation budgets need to be rescheduled, as well as the Fire Department budget. There will be a meeting on December 29th, the agenda to be determined.

Meeting adjourned at 9:36

Respectfully submitted, Charleen Greenhalgh, Assistant Town Administrator/Planner

Board of Selectmen

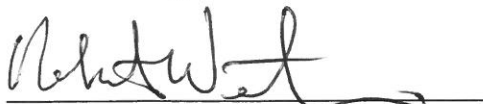

Jay Coburn, Chair

Paul Wisotzky, Vice-Chair

Absent

Jan Worthington, Clerk


Maureen Burgess


Robert Weinstein